

COLLINGTREE PARISH COUNCIL

C/O 33 Friars Avenue, Delapre, Northampton. NN4 8PY

Tel: 01604 700691 Clerk: Mrs Shirley Wong

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Draft Minutes of the Meeting of the Full Council held on Wednesday, 9th March 2016 in the Village Room, High Street, Collingtree, NN4 0ND at 7.30 pm

PRESENT

Vice Chairman – Councillor Mark Underwood

Councillor Ted Anderson

Councillor Karen Hopkins

IN ATTENDANCE

Mrs S Wong – Clerk

2 Residents, PCSO Danny Steele

Borough Councillor Jonathan Nunn

County Councillor Phil Larratt

075/2016 To Receive Apologies

Apologies were received from the Chairman Councillor Malcolm Brice (unwell), Councillor Tony Stirk (floods at home) and Councillor Colin Stevenson (prior engagement). Apologies were noted and accepted. Councillor Trini Crake was absent.

076/2016 To invite Declarations of Interest

No declarations of interest were declared.

077/2016 To approve and sign Minutes of the 13th January 2016

The draft minutes of the Full Council Meeting held on the 13th January 2016 were approved and signed by the Chairman as an accurate record of events.

078/2016 To discuss any Matters Arising from the Previous Minutes

The trees have now been cut back at the Tennis Club at a cost of £1900, more works were necessary than originally thought. The Parish Council **resolved** to increase their contribution of the costs from £700 to £900 and the Tennis Club would pay the remaining balance.

079/2016 Correspondence

The 5th edition (2016) Good Councillor's Guide – Essential guidance for local councillors has been published by the National Association of Local Councils (NALC). It was **resolved** to purchase 10 copies from Ncalc at a cost of £28.50. Action: The Clerk is to order the guides and distribute a copy to all Councillors.

080/2016 To receive a report from Police Representatives

PCSO Danny Steele was in attendance and reported 3 thefts of tools from motor vehicles (vans), two at the Hilton Hotel and one at Virgin Active. A burglary was reported in Belfry Lane. Police investigations are ongoing. Action: The Clerk to forward PCSO Danny Steele's contact details to all Councillors.

081/2016 Financial Matters

- A. **Review Financial Statement** - Prior to the meeting, the Clerk circulated a current copy of the 2015 / 2016 Accounts. The current bank balance stands at £21,453.81. A dividend of £2.99 has been received from the Santander shares.

B. Propose Payments and Sign Cheques -

Cheques raised outside of the Meeting

Monies must be paid out only in pursuance of statutory powers (SP) vested in the Parish Council.

Date	Cheque No	SP	Description	Value
	100745	7	A H Contracts – Waste Removal Jan 2016	£64.56
	100746	11	Tree Top Services – Tree Cutting at the Tennis Club	£1900.00
	100747	7	A H Contracts – Waste Removal Feb 2016	£64.56

Total of Cheques raised outside of the meeting **£2029.12**

Cheques raised at the Meeting

Date	Cheque No	SP	Description	Value
08.03.16	100748	8b	S Wong – Salary Feb to March 2016	£550.00
08.03.16	100749	8b	HMRC – S Wong Tax & NI	£220.00
08.03.16	100750	8	NCALC	£28.50
08.03.16	100751	11	Pestforce – 12 Month Mole Control Contract	£360.00
08.03.16	100752	8	Malcolm Brice – Postage and repair and lock costs	£83.54

Total of Cheques raised at meeting **£1242.04**

Incoming Receipts

Date	Description	Value
10.2.16	Santander Shares	£2.99

Total of value of receipts received **£2.99**

Key: Spending Powers

1. Allotments – power to provide – Smallholdings and Allotments Act 1908, ss, 23, 26, 42 2. Bus shelter – power to provide and maintain – Local Government (LG) Act 1954, s, 4 3. Clocks – power to provide – Parish Councils (PC) Act 1957, s, 2 4. Crime prevention – power to finance – LG and Rating Act 1997, s, 31 5. Drainage – power to deal with ponds and ditches – Public Health Act 1936, s, 260 6. Land – power to acquire or dispose of – LG Z Act 1972, ss, 126, 126, 127, 139 7. Litter bins – power to provide – Litter Act 1983, ss, 5,6 8. Parish Council Finance – Accounts and Audit regulations 1996, 8b Payment of clerk’s salary LG Act 1972, s, 112 9. Parish property – power to direct as to custody – LG Act 1972, s, 226 10. Public lighting – power to provide – PC Act 1957, s, 3, HA 1980, s, 301 11. Recreation – power to acquire land and to manage and control it – LG Acts 1972, 1976 Public Health Acts, 1875,1890,1961 12. Roadside seats – power to provide – PC acts 1957, s, 1 13. Roadside trees – power to plant – Highways Act (HA) 1980 s, 96 14. Roadside verges – power to maintain – HA 1980, s,96 15. Planning – right to be notified of planning applications – T & C Planning Act, Sched 1, para 8 16. Public footpaths – power to repair and maintain – HA 1980, ss, 43,50 17. Traffic calming – power to contribute – LG & Rating Act, 1997, s26, 18. Donation to the police – Police Act 1990

It was **resolved** that the invoices be paid.

C. Update on this year’s audit – Clerk

The Clerk has received correspondence informing that Tina Charteress (a new NCALC appointed auditor) has been appointed to carry out the Internal Audit of the 2015/16 end of year accounts.

The Clerk will also complete the VAT return in line with the end of year accounts.

082/2016 Receive Updates and Discuss any Roads and Footpaths Matters

The Clerk contacted the licensing department regarding installing two planters, one by the welcome sign from the A45 and the other as you come into the village from Milton Malsor. The Clerk was advised there wasn’t enough room from the paths / grass verges to the highway. There needs to be at least 1.5 metres distance from the roadside. Planters also need to be planted on roads that have a maximum speed limit of 30 miles per hour.

Actions: The Clerk is to enquire with Highways the start date of works on the proposed traffic calming measures, single side build out on Ash Lane. The Clerk is also check the points raised by the Council are covered by option 1 of the recent feasibility study carried out on 25th September 2015.

The Clerk is to chase Highways to replant a replacement tree at Watering Lane / Toms Close to replace a tree that was removed during building works at Toms Close.

The Parish Council have agreed to pay the costs of a traffic regulation order of £3,100 for waiting restrictions on Watering Lane. Northampton County Council will cover the costs for the works. The legal process

normally takes 2-3 months. The installation of yellow lines would be subject to public consultation and potential objections. Highways have now started their consultation process.

Councillor Stirk and the Clerk investigated a blocked up culvert in Turnberry Lane. The Clerk is having problems reporting it to the relevant department / organisations. All those contacted state it isn't their responsibility. County Councillor Phil Larratt will inspect the site and report to the necessary department /organisation.

Councillor Anderson reported a drop down path at the entrance of Toms Close which was taken out by developers during construction works. Clerk to chase up the re-instatement of the path.

The Clerk has reported the poor condition of speed humps along Windingbrook Lane and Rowtree Road via the NCC Street Dr online reporting system ref number 767406. Works are to be undertaken within the next four months. **Action:** Clerk to chase up pot hole repairs reported via the NCC Street Dr online reporting system ref 767238 at Watering Lane / Glebe Farm Close and ref 768613 opposite the Hilton Hotel.

083/2016 Receive Updates and Discuss any Street Lighting Matters

A street lighting column has been damaged by workmen outside number 3 Lodge Avenue. The Clerk to investigate and report the criminal damage to the Police and inform the Council insurers of the damage.

084/2016 Discuss any Playing Field Matters and Agree Costs of a 12 month Mole Contract

Councillor Underwood confirmed the cemetery and playing field are now clear of moles. It was resolved to accept a quote for a 12 month contract for control of moles at both locations at a price of £360. Councillor Underwood to approach the PCC to request they contribute a £100 towards the costs of the yearly contract.

GLK Soccer is yet to be invoiced for the playing field usage from 12th Sept 2015 to 28th Feb 2016. Councillor Anderson to confirm the dates for the Clerk to produce an invoice. It is anticipated the playing field was used 33 times at a cost of £15 per session. GLK hasn't returned a signed copy of their contract.

Action: Councillor Underwood to contact Gavin regarding costs and signing the contract.

085/2016 To Discuss any Planning Matters

N/2016/0132 – 36 Belfry Lane – Alterations to 1st floor over garage to facilitate conversion to residential annexe - The Parish Council have no comments or observations to make.

N/2015/1451 – 29 to 31 Ash Lane, demolition of existing dwelling and construction of replacement dwelling – Full Planning permission has been granted.

086/2016 Date of Next Meetings

The Annual Meeting of the Parish is being held on Wednesday 20th April 2016 and the Annual General Meeting (Elect a Chair) next Full Council Meeting and will be held on Wednesday 11th May 2016 at 7.30pm at the Village Room.

The Meeting ended at 9.05pm.

Signed Dated.....